



**CITY OF CINCINNATI
ECONOMIC DEVELOPMENT DIVISION
APPLICATION FOR CRA TAX EXEMPTION
RENOVATION AND NEW CONSTRUCTION
COMMERCIAL AND MULTI-UNIT**

The City requires that the applicant provide a statement of Sources and Uses of Funds for the project (templates are available upon request) and a post-construction operating pro forma for the building. If the applicant obtains bank financing, please submit a copy of the pro forma used to apply for that financing and a contact person at the bank considering the application. The submission to the bank must be used in lieu of Attachment I.

The applicant should also submit a copy of the proposed construction plans.

All applicants must pay a \$750.00 application fee payable to "Ohio Department of Development." In addition, an annual fee will be collected of 1% of the annual tax exemption, but not less than \$500 or more than \$2,500. This fee will be payable with submission of Annual Report due March 31st of each year.

Address of subject property: _____ Cincinnati, Ohio 452____.

Book-page-parcel number(s): _____.

Your property must be located within the City of Cincinnati. Please attach a copy of the tax bill or property card (found on the Hamilton County Auditor's website, www.hamiltoncountyauditor.org).

Name of property owner(s): _____

Legal name of business: _____

Address of property owner: _____

Main contact: _____ Phone: _____

Please respond as appropriate:

Is any other funding being requested from the City of Cincinnati for this project? Yes No

If yes, the application for that funding source should include a request for tax exemption.

Is the project a LEED-certified development? Yes No

If yes, please provide documentation of registration with the U.S. Green Building Council with the intent to certify.

Is the project new construction or renovation? New Construction Renovation

Is the project multi-unit residential (four or more units)? Yes No

If so, how many dwelling units will there be? _____

Will any of the units be condominiums? Yes No

If yes, the condominium units qualify as single-family residential and the applicant should use the single family tax abatement application.

Is the project a mixed-use project? Yes No

If so, please describe the breakdown in use by square foot and/or units.

What is the size of the existing structure(s)? _____ square feet.

What is the estimated market value of the existing structure? _____

What will be the size of the new or remodeled structure(s)? _____ square feet.

What is the estimated cost of the construction or remodeling? \$ _____

When will the project begin? _____ When will it be completed? _____

What else should we know about the project?

Please provide a brief description of the applicant's development experience.

Does the property owner owe:

Any delinquent taxes to the State of Ohio or a political subdivision of the state? Yes No

Any moneys to the State or a state agency for the administration or enforcement of any environmental laws of the State? Yes No

Any other moneys to the State, a state agency or a political subdivision of the State that are past due, whether the amounts owed are being contested in a court of law or not? Yes No

If the applicant responds yes to any of the above, please provide details of each instance including but not limited to the location, amounts, and/or case identification numbers (please add additional sheets as necessary).

The Applicant authorizes the City and/or the Ohio Department of Development to inspect the personal financial statements of the Applicant, including but not limited to tax records and other similar information not ordinarily open to public inspection; and authorizes the Ohio Environmental Protection Agency and the Ohio Department of Taxation to release information to the City and/or the Ohio Department of Development in connection with the above statements.

Note: The above statements as to taxes and other obligations, and authorization to inspect, are required by Ohio Revised Code Section 9.66 (C) (1), As provided by statute, a knowingly false statement under this paragraph may be prosecuted as a first degree misdemeanor under Ohio Revised Code 2921.13 (D) and may render the Applicant ineligible for any future economic development assistance from the state or any political subdivision.

Please initial that you have read the above. X _____

Application Compliance Information:

1. Tax exemption for a multi-unit residential project for new construction and rehabilitation may be granted for up to ten years of exemption up to a maximum exemption of \$96,250 of assessed value of the unit (approximately equal to \$275,000 market value); up to fifteen years tax exemption for new construction of commercial and industrial properties; and up to twelve years tax exemption for renovation of commercial and industrial project.
2. A tax exemption agreement must first be completed with the City of Cincinnati and approved by City Council for all commercial, industrial, and multi-unit residential projects.
3. A Payment in Lieu of Taxes Agreement with the Board of Education for 25% of the full amount of exempt real property taxes that would have been paid to Hamilton County if the tax exemption were not in effect must be completed.
4. Once construction is complete the total cost of the project must be submitted. Two acceptable examples are:
 - 1) The affidavit of the draw payments of the construction contract. (Please ensure that the affidavit includes a description of the work completed.)
 - 2) A notarized affidavit identifying the general categories of the work completed, the date the work was completed, and each category's expense.
5. Once construction is complete, please submit a copy of the property tax bill from the Hamilton County Auditor's Office: www.hamiltoncountyauditor.org.
6. Once construction is complete, a copy of all closed Building Permit(s) and /or the Certificate of Occupancy issued for the work claimed must be submitted. Please call your contractor or the City of Cincinnati Building and Permit Department at 352-3271 to obtain the closed permits. Information can also be obtained on the City's EZ-Track online service: <http://cagis.hamilton-co.org/opal/eztrahome.aspx?entcode=cinc>.

Important Notes:

- ❖ Exemption value is determined by the Hamilton County Auditor's Office.
- ❖ The City may revoke the tax exemption any time after the first year if the property has building code violations or is delinquent in the property tax.
- ❖ City of Cincinnati Council may rescind the ordinance granting tax abatement at their discretion.

Acknowledgement Information:

Applicant acknowledges that it is not eligible for tax exemption if Applicant commences the Project prior to the execution of the Community Area Tax Exemption Agreement.

The Applicant agrees to supply additional information upon request.

Applicant affirmatively covenants that the information contained in and submitted with this application is complete and correct including all attachments.

Signature of Applicant

Date

Name printed

Title (if signed as officer)

ATTACHMENT II

Commercial Applicants, please complete.

Nature of commercial/industrial activity (manufacturing, warehousing, wholesale or retail stores, or other) to be conducted at the site: _____

List primary 4 digit Standard Industrial Code (SIC) # _____. Business may also list other relevant SIC numbers.

Form of business enterprise (corporation, partnership, proprietorship, LLC or other): _____

Job Creation and Retention. The Company will agree to use its best efforts to retain and/or create at least the following estimated number of employee positions at the Property in connection with the Project, in accordance with the specified schedule, and to maintain the minimum employment levels throughout the period of real property tax exemption.

Existing positions at the site of the project enterprise to be retained:

Full-time permanent _____ employees; total annual payroll \$ _____.
Full-time temporary _____ employees; total annual payroll \$ _____.
Part-time permanent _____ employees; total annual payroll \$ _____.
Part-time temporary _____ employees; total annual payroll \$ _____.

Existing positions at other locations in Ohio:

Full-time permanent _____ employees.
Full-time temporary _____ employees.
Part-time permanent _____ employees.
Part-time temporary _____ employees.

Estimate the number of new employees the property owner will cause to be created at the facility that is the project site within three years. Job creation projection must be itemized by the name of the employer (add an additional page) "New Employees" are for purposes of this paragraph only defined as: persons employed in construction of the improvements to be exempted from taxation; and persons first employed by the applicant at the project site, not subject to City of Cincinnati income taxes within two years prior to employment:

Full-time permanent _____ employees; total annual payroll \$ _____.
During the first twelve months of the agreement: _____ positions.
During the second twelve months of the agreement: _____ additional positions.
During the third twelve months of the agreement: _____ additional positions.

Full-time temporary _____ employees; total annual payroll \$ _____.
During the first twelve months of the agreement: _____ positions.
During the second twelve months of the agreement: _____ additional positions.
During the third twelve months of the agreement: _____ additional positions.

Part-time permanent _____ employees; total annual payroll \$ _____.
During the first twelve months of the agreement: _____ positions.

During the second twelve months of the agreement: _____ additional positions.
During the third twelve months of the agreement: _____ additional positions.

Part-time temporary _____ employees; total annual payroll \$ _____.
During the first twelve months of the agreement: _____ positions.
During the second twelve months of the agreement: _____ additional positions.
During the third twelve months of the agreement: _____ additional positions.

Will the project involve relocation of employment positions or assets from one Ohio location to another?
Yes No (circle)

If yes, state the location from which employment positions or assets will be relocated and the location to where the employment positions or assets will be located:

State the enterprise's current employment level in Ohio (itemized for full and part-time and permanent and temporary employees): _____

State the enterprise's current employment level for each facility affected by the relocation, detailing the number and type of employees and/or assets:

What is the projected impact of the relocation, detailing the number and type of employees and/or assets to be relocated? _____

(Note: Ohio Revised Code Section 3735.673 requires the City formally to notify each county or municipal corporation from which the enterprise intends to relocate, and the Ohio Department of Development, prior to approval of a tax exemption agreement.)

Prior Agreement. Applicant represents and warrants that neither Applicant, nor any "predecessor" or "related member" is a party to another agreement granting tax exemption relating to a structure in this state at which the Applicant (or the predecessor or related member) has discontinued or intends to discontinue operations prior to the expiration of the term of that agreement. (Note: This information is required by Ohio Revised Code 3735.671 (E). As used herein "predecessor" means a person or entity that has transferred assets or equity to Applicant, which transfer resulted in the full or partial non-recognition of gain or loss, or resulted in a carryover basis, both as determined by rule adopted by the Ohio Tax Commissioner; and "related member" has the same meaning as defined in Ohio Revised Code 5733.042 without regard to division (B) of that section.)

Estimated existing (if any) value of machinery, equipment, furniture, and fixtures at the Property:
\$_____.

Estimated existing (if any) value of machinery, equipment, furniture, and fixtures used at another location in Ohio and relocated or to be relocated to the Property: \$_____.

Estimated added value of machinery, equipment, furniture, and fixtures to be located at the Property as a result of the Project: \$_____.

Estimated existing value (if any) of inventory held at the Property: \$_____.

Estimated existing value (if any) of inventory held at another location in Ohio and relocated or to be relocated to the Property: \$_____.

Estimated added value of inventory to be located at the Property as a Result of the Project:
\$_____.

Estimated total value of inventory to be located at the Property at the conclusion of the Project:
\$_____.